

Position Description

Position Title	Psychiatry Registrar
Position Number	Enter position number
Division	Clinical Operations
Department	Mental Health and Wellbeing
Team	Dependent on rotation
Enterprise Agreement	Doctors In Training (Victorian Public Health Sector) (AMA VICTORIA/ASMOF) (Single Interest Employers) Enterprise Agreement 2022-2026
Classification Description	Registrar Year 1 - Registrar Year 6 and thereafter; Relevant to year of experience
Classification Code	HM25-HM30
Reports to	Professional: Clinical Director/ Unit Head Operational: Medical Workforce Unit
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement

Bendigo Health

With more than 4,500 staff and volunteers and covering an area a quarter of the size of Victoria, Bendigo Health, is an expanding regional health service offering the advantages of city life combined with the beauty and freedom that comes from living in a regional area.

Bendigo Health is a 700 bed service that treats more than 45,000 inpatients, triages more than 65,000 emergency attendees and welcomes more than 1,600 new born babies in a year. In addition more than 15,000 operations are performed in our operating theatres and more than 100,000 occasions of services are provided in our clinics to outpatients.

The organisation provides services in emergency, maternity, women's health, medical imaging, pathology, rehabilitation, community services, residential aged care, psychiatric care, community dental, hospice/palliative care, cardiology, cancer services and renal dialysis to the people of the Loddon Mallee region.

With our main campus based in Bendigo, our services extend throughout the Loddon Mallee with sites in areas such as Mildura, Echuca, Swan Hill, Kyneton and Castlemaine.

Demand on services is increasing rapidly with Bendigo being one of Victoria's fastest growing regional cities.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community

PASSIONATE – We are passionate about doing our best

TRUSTWORTHY - We are open, honest and respectful

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

The Clinical Operations Division

The Clinical Operations Division encompasses acute, allied health, cancer and mental health services. We provide a wide range of general medical, surgical and specialty services including but not limited to; Oncology, Cardiology, Renal, Emergency, Women's and Children's, Critical Care, Specialist Clinics, Cancer Clinics and Mental Health Services. Our Allied Health teams provide a diverse range of programs and person centered care in inpatient, outpatient, community, home and residential care settings.

Within a state-of-the-art hospital, our Ambulatory and Critical Care, Medical Services, Surgical Services and Women's and Children's areas use the latest technologies to provide excellent care. Our world class Cancer Centre uses a multi-disciplinary, integrated approach to treat specific cancers. The Cancer Centre offers medical oncology, radiation oncology, specialist nurses, clinical trials and cancer research, palliative care, and a Cancer Wellness Program.

The Mental Health Service provides psychiatric care and treatment across a large catchment area in Victoria stretching from Swan Hill in the north of the state to Gisborne in the south. Family sensitive practice is central to our models of mental health care and best practice ensures the identification, inclusion and support of families, carers and children.

Each year our onsite Specialist Clinics provide over 100,000 service events, we also see more than 60,000 people in our Emergency Department and welcome around 1700 babies into the world. The Clinical Operations Division assists with the admission of more than 50,000 patients into the hospital each year.

The Mental Health and Wellbeing Team

Bendigo Health MH&W Directorate is a complex service that provides psychiatric care and treatment across a large catchment area in Victoria stretching from Swan Hill in the north of the state to Gisborne in the south. Services are provided to a range of clients, including patients, families and carers, General Practitioners and other members of the broader mental health service system. A range of clinical services is provided to patients across all ages through dedicated programs. The Child and Adolescent Mental Health Service provides services to patients from birth to 17 years, the Youth Team covers ages 18 to 25 years, Adult Services cover patients from 25 to 64 years and the Older Adult Service manages those individuals over 65 years of age.

Mental Health Philosophy of Care

Bendigo Health MH Services deliver evidence based treatment and patient-centered care, underpinned by recovery-oriented principles and values. We deliver treatment and care that is sensitive to gender and culture, informed by an understanding of responses to trauma, and responsive to the contexts of patients' lives and communities. We provide care and treatment in the most appropriate and least restrictive setting, avoiding inpatient admission wherever possible. We actively engage with patients, carers, families, nominated persons, General Practitioners and the broader community. We focus on the development of relationships that are collaborative and foster patient choice and self-determination, and promote

resilience. We support patients to pursue their own wellbeing by respecting their wishes as much as possible.

The Position

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

This role is a Psychiatry Registrar training position providing assessment and treatment to patients of Bendigo Health MH Services in alignment with the requirements of the RANZCP training program.

Responsibilities and Accountabilities

Key Responsibilities

- To provide assessment and treatment for patients of Bendigo Health MH&W Services.
- Undertake clinical management of patients of Bendigo Health MH&W Services.
- Ensure adequate documentation of all clinical matters relating to patients.
- Liaison with multidisciplinary staff within MH&W Services regarding management of patients.
- Prepare reports as required for the Mental Health Tribunal (MHT) and as appropriate attend MHT hearings for presentation of these reports.
- Participate in educational and Quality Improvement activities in MH&W Services.
- Participate in team/departmental meetings and other Organisational meetings as required.
- Participate in ward rounds, journal club, and case conferences.
- Maintain accurate records, and produce accurate statistics and reports as required.
- Participate in service development as required.
- Other duties as determined by the supervising Consultant Psychiatrist.
- Participate fully in the after-hours duty and on-call roster.

Generic Responsibilities

Code of Conduct - The Victorian Government's Code of Conduct is binding on all Bendigo Health staff. Contravention of a provision in the code may constitute misconduct and/ or regarded as a breach of the employee's employment agreement and will be dealt with under the organisations Counselling and Disciplinary Action Policy.

Compliance with policies and procedures - All Bendigo Health's policies and procedures are set out in its clinical and managerial policy manuals located on the intranet under PROMPT and in hard copy. All staff must ensure they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breach in compliance may result in disciplinary action.

Occupational Health and Safety - Every staff member has the responsibility to take reasonable care of their own health and safety and the safety of others, to cooperate with Bendigo Health's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. Any breach in compliance may result in disciplinary action.

Infection Control - Every staff member has the responsibility to minimise incidents of infection/ cross infection of residents, staff, visitors and the general public. All staff must adhere to the policies and procedures as set out in Bendigo Health's infection control manuals. Any breach in compliance may result in disciplinary action.

Confidentiality - All information concerning Bendigo Health, its patients, clients, residents and staff should remain strictly confidential. Any unauthorised disclosure of such information may result in disciplinary action.

Quality Improvement - Bendigo Health is dedicated to improving the quality and safety of health services by providing care within the following domains of quality: Consumer Participation, Clinical Effectiveness, Effective Workforce and Risk Management. As a result, we apply the concept of the quality cycle for all our quality activities, initiatives and projects thereby ensuring the best possible care and treatment results are achieved. The underlying principle of the cycle is that an activity is not complete until evaluation shows that it has been effective and reached the desired outcome. As a Bendigo Health employee you have a responsibility to participate in and commit to ongoing quality improvement activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

Diversity – Each person has a right to high-quality health care and opportunities regardless of diversity factors, which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age and socio-economic status. Every staff member has a responsibility to recognise and respect diversity. Inclusiveness improves our service to our community and promotes engagement amongst staff.

Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Key Selection Criteria

Essential

Qualifications / Certificates

1. MBBS or equivalent degree with current General Registration with AHPRA
2. Acceptance by RANZCP into the Psychiatry Training Program

Specialist Expertise

3. Well-developed clinical skills for the effective assessment and treatment of patients with mental illness.

4. Demonstrated knowledge of the Victorian Mental Health and Wellbeing Act 2022
5. Thorough understanding of the relevant legislation pertaining to Medical Officers.

Personal Qualities, Knowledge and Skills

6. High level interpersonal and communication skills and the ability to communicate confidently and appropriately with patients and their families and other health professionals
7. Evidence of on-going professional development to continually update personal medical knowledge and skills
8. Ability to effectively use organisational skills (incorporating documentation, time management skills, critical thinking and priority setting)
9. Understanding of the principles of an integrated case management system for service delivery.
10. Ability to operate in an environment of change.
11. Ability to work as an effective team member in a multi-disciplinary environment as well as independently (under appropriate supervision)

Mandatory Requirements

National Police Record Check A current and satisfactory National Police Record Check must be completed by all new staff prior to commencement at Bendigo Health.

Immunisation As a health provider dedicated to providing quality patient care, we all need to be aware of the critical importance of infection control. Each staff member has a responsibility to comply with Bendigo Health's Staff Immunisation Policy and various infection control policy and procedures. All staff are required to provide evidence of vaccinations prior to commencement at Bendigo Health

Registration with Professional Regulatory Body or relevant Professional Association For example, AHPRA, AHRI, RACS etc. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.

Drivers Licence A current Victorian driver's licence is required for this position.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.